

**DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS
OFFICE OF COMMUNITY SERVICES**

NOTICE OF REQUEST FOR INFORMATION (RFI)

Pursuant to Chapter 103F-106, Hawaii Revised Statutes and 3-142-202, Hawaii Administrative Rules, and as part of its planning process, the Department of Labor and Industrial Relations (DLIR), Office of Community Services (OCS), is seeking through this RFI written comments regarding a planned American Recovery and Reinvestment Act (ARRA) Federal grant application for fiscal years 2010-2012.

Federal Solicitation for Grant Applications(SGA): DFA PY 08-19- Pathways Out Of Poverty

The purpose of this SGA is to provide green job training and educational services in high growth fields for disadvantaged persons in areas of high poverty. A variety of services will be considered “green” and responsive to this SGA. A number of partnerships are required for this SGA; the prospective partner will demonstrate capacity to partner with the agencies listed in the solicitation.

Pursuant to the goals of the Governor’s Leeward Coast Initiative, this area has been selected for services, and the community’s needs assessed. For this service on the Leeward Coast of O’ahu, City and County of Honolulu, OCS is seeking brief (no longer than 4 pages) community comments and service provider input regarding their suggestions for services responsive to the solicitation.

An orientation to entertain questions, discuss intentions, develop strategy, and designate roles and responsibilities will be held on Thursday, August 20, 2009. Non-profit providers who wish to attend should be prepared to discuss the following topics related to implementation of their recommended services:

- ⇒ Coordination of Services
- ⇒ Assessments of needs by key Geographical Area
- ⇒ Comprehensive Intake/Assessment Services
- ⇒ Eligibility Criteria for Clientele
- ⇒ Identification and Removal of Employment Barriers
- ⇒ Intake Services, including:
 - Initial Eligibility Screening
 - Assessment of Goals

- Skill Assessment/Identification of Deficiencies
- Aptitude Determination
- ⇒ Employment Training Services, including:
 - Basic Job skills training
 - Workplace Behavior/Acculturation
 - Other appropriate trainings for employment, as identified by the Intake
- ⇒ Specialized educational services, including:
 - General Educational Development (GED) /Competency Based Diploma or other equivalent training
 - College Preparatory Training
 - Pre-Apprenticeship Training
 - Employer-Sponsored Employment (On-the-Job) Training
- ⇒ Employment Placement Services, including:
 - Industry Partnership Development
 - Development of Employee Incentives
 - Job Identification to align with Client goals
 - Career Tract/Lattice Development
- ⇒ Retention Tracking and Monitoring Input

Those considering partnership should preferably meet the following criteria:

- One (1) year experience in Job training, Job Development, or similar activity.
- Two (2) years experience in dealings with populations on the Leeward coast,
- Demonstrable Green Job experience or Capacity to develop this experience
- Working knowledge of government contracting and reporting procedures
- Capacity to provide services suggested by the prospective partner

The full text of the Federal solicitation is available on the Office of Community Services website: <http://hawaii.gov/labor/ocs> in pdf format. Questions and concerns can be addressed between 8:00 a.m. and 4:30 p.m. Monday thru Friday, except State Holidays, at the Office of Community Services, 830 Punchbowl Street, Room 420, Honolulu, Hawai'i 96813 or by calling 586-8675. Written comments in response to this RFI should be addressed to Mr. En Young and sent to the above address, faxed to (808) 586-8685, or e-mailed to En.H.Young@hawaii.gov. The deadline for receipt of comments is Monday, August 24, 2009.

Participation in this RFI process is optional. Furthermore, neither OCS nor any interested party responding to the RFI has any obligation under this RFI.